Collective Bargaining Agreement Between the Brownstown Education Association and

The Brownstown CUSD 201 Board of Education

2024-2025

through

2026-2027

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ARTICLE I

Recognition

- 1.1 The Board of Education of Brownstown School District No. 201, Brownstown, Illinois, hereinafter referred to as the "Board" hereby recognizes the Brownstown Education Association, IEA-NEA, hereinafter referred to as the "Association" as the exclusive bargaining representative for all regularly employed certificated teaching personnel, with the exceptions of the Superintendent and the Principals.
- 1.2 The term "teacher(s)" or "employee(s)" as used throughout this agreement, shall be defined in accordance with the description of the recognized bargaining unit in Article I, Section 1.1.

ARTICLE II

Negotiation Procedures

- 2.1 The parties agree to commence bargaining for a successor agreement before the end of the official school calendar of the last year of this agreement.
- 2.2 During negotiations for a successor agreement, the parties agree that they will jointly request the services of the Federal Mediation and Conciliation Service (FMCS) if either party to this agreement declares impasse within forty-five (45) days prior to the scheduled start of the school term. Should FMCS be unavailable, the parties shall attempt to agree upon a replacement. In the event that the parties cannot agree upon a replacement, the Illinois Labor Relations Board shall be notified.

ARTICLE III

Grievance Procedure

3.1 Definitions

- A. A "grievance" shall be defined as a claim by an employee or the Association that there has been an alleged violation, misinterpretation, or misapplication of the terms of this Agreement.
- B. The term "days" as used herein shall mean days in which school is in session, except that between the end of the school year and the beginning of the next school year, "days" shall mean calendar days, excluding Saturdays, Sundays, and July 4th.
- C. Nothing contained herein shall be construed as a limitation upon the right of individual teachers or a group of teachers to present grievances to their employer and have them adjusted without intervention of the Association as long as the adjustment is not inconsistent with the terms of this Agreement and the Association has been given the right to provide a response prior to final adjustment of the grievance.
- D. If an employee does not file a grievance in writing with his or her supervisor within fourteen (14) days of the alleged occurrence of the event giving rise to the grievance, or within fourteen (14) days of the time the grievant should have known of such event, then the grievance shall be deemed waived and time barred.

The Board may use the time bar as a defense at any step of the grievance procedure.

3.2 Procedure

The parties hereto acknowledge that it is usually most desirable for an employee and the immediately involved supervisor to resolve problems through free and informal communications. If, however, such informal processes fail to satisfy the employee, a formal grievance must be processed as follows:

- Step A The grievant shall present the grievance in writing to his or her immediate supervisor within fourteen (14) days of the occurrence of the event giving rise to the grievance, or within fourteen (14) days of the time the grievant should have known of such event. The supervisor shall provide a written answer to the grievance within ten (10) days of the receipt of the grievance.
- **Step B** If the grievance is not resolved at Step A, the grievant may refer the grievance to the Superintendent or official designee within ten (10) days after

the receipt of the Step A answer. The Superintendent shall arrange for a meeting to take place within ten (10) days of his receipt of the appeal. Within ten (10) days of the meeting, the grievant shall be provided with the Superintendent's written response.

- Step C If the grievant and Association are not satisfied with the decision issued at Step B, the grievant may submit the grievance to the Board for its consideration by filing an appeal with the Secretary of the Board not less than ten (10) days prior to the next regularly scheduled Board meeting. Upon receiving such an appeal, the Board shall allow the grievant an opportunity to be heard at the meeting for which the grievance was scheduled. Within one month from the hearing of the grievance, the Board shall render its decision. The Board may hold future hearings therein, may designate a committee to hold future hearings therein or to otherwise investigate the grievance, provided, however, that in no event, except with express written consent of the Association shall final determination of the grievance be made by the Board more than one month after the initial hearing.
- Step D If the Association and grievant are not satisfied with the disposition of the grievance at Step C or the time limits expire without the issuance of the Board's written reply, the Association may submit the grievance to final and binding arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association, which shall act as the administrator of the proceedings. If a demand for arbitration is not filed within thirty (30) days of the date for the Step C answer, then the grievance shall be deemed withdrawn.
- 1. The arbitrator, in his award, shall not amend, modify, nullify, ignore or add to the provisions of this Agreement. His authority shall be strictly limited to deciding only the issues presented to him in writing by the Board and the Association, and his decision must be based only upon his interpretation of the meaning or application of the express relevant language of this Agreement.
- 2. Neither the Board of Education nor the Association shall be permitted to assert any grounds or evidence before the arbitrator which has not been previously disclosed to the other party.
- 3. Each party shall bear the full costs for its representation in the grievance procedure.
- 4. If either party requests a transcript of the proceedings, that party shall bear full costs for that transcript. If both parties order a transcript the costs of the two transcripts shall be divided equally between the Board and the Association.
- 5. Each party shall share equally the cost of the arbitrator and the AAA.

- 3.3 A. Failure of an employee or the Association to act on any grievance with the prescribed time limits will bar any further appeal. If the administrator or Board fails to render a decision within the prescribed time limits, the grievant may proceed to the next step. Time limits may be extended by mutual consent.
 - B. Any investigation, handling, or processing of any grievance by the grievant shall be conducted so that instructional programs and related work activities of the grievant and of the teaching staff are not interrupted.
 - C. Step A of the grievance procedure may be bypassed and the grievance brought directly to Step B if mutually agreed upon by the employee and the Superintendent.
 - D. If a grievance involves a class of employees, the Association may initially file the grievance at Step B.
 - E. Employees shall have the right to be represented by an Association representative, if one is requested, at Steps A through D of Article 3.2.
 - F. With the Superintendent's approval, the grievant may be released from his/her regular assignment without loss of pay or benefits to attend the meetings specified in Articles 3.2 A-C.
 - G. All records related to a grievance shall be filed separately from the personnel files of the employees.
 - H. A grievance may be withdrawn at any level without establishing precedent.
 - I. If the Association, or any employee, files any claim or complaint in any other forum other than under the grievance procedure of this Agreement, then the Board shall not be required to process the same claim or set of facts through the grievance procedure.

ARTICLE IV

Rights of the Board

The Board, on its own behalf and on behalf of the electors of the District, hereby reserves and retains unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and Constitution of the State of Illinois and the United States.

ARTICLE V

Employee and Association Privileges

- 5.1 The local Association shall have the privilege, upon the approval of the Superintendent, to use the school building for meetings at times when school is not in session provided that such meetings do not interfere with any aspect of the instruction and/or extracurricular programs of the District. All meeting areas and times for such meetings are subject to advance approval of the Superintendent. Written notice shall be filed in the Unit Office at least two (2) days prior to the meeting date before consideration of the request.
- 5.2 The Association may post and maintain official notices or announcements on the existing bulletin boards in the teacher lounges.
- 5.3 An authorized local representative of the Association may have the privilege of placing a reasonable number of official Association announcements in the teacher mailboxes.
- 5.4 The Board shall provide notification to the Association President 7 days prior to a Waiver Hearing. This notice shall also provide the nature of the waiver.

5.5 Association Rights

The President of the Association or the President's designee will be notified of all regular and special meetings of the Board by receiving a copy of the agenda via school email in advance of such meeting. The President or designee shall also be given a copy of the official minutes of such meetings, once the minutes are approved by the Board. During summer months, the Board will email to the Association President notices of Board meetings and copies of the minutes.

Names, addresses and phone numbers of newly hired members of the bargaining unit shall be provided to the Association President or designee within ten (10) days of Board action following their employment recommendation. The board also agrees to notify the Association president or designee in writing with ten (10) days of Board action, of any resignation, retirement, or termination of any member of the bargaining unit.

5.7 Right of Representation

When a teacher is required to appear in an investigatory meeting before the Board or administration concerning any matter, which could lead to discipline, dismissal or loss of salary, the teacher shall be entitled to have an Association representative present. In a case of alleged gross misconduct or for any non-remedial offense when immediate disciplinary action is warranted against a teacher, his/her representative will be taken from a list of union representative designee provide

annually by the Association to the Administration. Further, when a teacher is required to appear before the Board or Administration, the teacher shall be advised in writing of the reason(s) for the meeting 24 hours prior to the meeting.

5.8 Teacher Right to Address the Board

An individual teacher or the Association may request time on the agenda or a regular or special Board meeting to express his/her concerns regarding a Board or administrative decision. This discussion will be held in accordance with the Open Meeting Act – 5 ILCS 120/2 of the Illinois School Code. An Association representative may accompany said teacher at the Board meeting.

ARTICLE VI

Employee Access to Personnel File

- 6.1 Each employee shall have the right to review the contents of his/her personnel file, subject to the following conditions:
 - A. The Board shall provide the employee with the inspection opportunity within seven (7) working days after the employee makes the request. If the employer can demonstrate, through a reasonable showing, that such deadline cannot be met, the employer shall have an additional seven (7) working days to comply.
 - B. The employee shall not be entitled to inspect or view any materials exempted from such inspection or viewing under Section 10 of the Illinois Personnel Records Act.
 - C. The employee's review of his/her personnel file shall take place during the normal working hours of the central Unit Office Building. The Superintendent and/or his designee reserves the right to be present at such review.
 - D. The employee shall not be entitled to remove any part of his/her personnel records from the personnel file.
 - E. After the employee has reviewed the contents of his/her personnel file, the employee may request that copies be made of specified information contained in the file. The Board shall charge \$.05 per page as a fee for the cost of reproduction.
 - F. No disciplinary material shall be placed within an employee's personnel file without a copy being given to the employee prior to placement in the file.

ARTICLE VII

Leaves

7.1 Sick Leave

Teachers shall be entitled to fourteen (14) days sick leave per year. Unused sick leave shall accumulate to 360 days including the leave of the current year. Part-time teachers contracted to work less than the number of pupil attendance days shall earn pro-rated sick leave.

Sick leave may be used for the conditions: birth of a child, adoption, placement for adoption, mental or behavioral reasons, personal illness, quarantine at home, or serious illness or death in the immediate family.

In accordance with Illinois School Code 105 5/24-6, Paid sick leave because of the birth of a child may be used absent medical certification for up to 30 working school days, which days may be used at any time within the 12-month period following the birth of the child.

For the purpose of sick leave, "immediate family" shall include parents, stepparents, spouse, domestic partner, brothers, sisters, children, step children, grandparents, grandchildren, parents-in-law, brothers-in-law, sisters-in-law and legal guardians.

The Board and/or its designee shall monitor the use of teacher's sick leave and may request a physician's certificate of treatment as the Board and/or its designee deems necessary.

Under extenuating circumstances, with superintendent approval, sick leave days may be used for bereavement other than for stated family members.

The Association and the District agree that in some individual cases, it may be to the Employee and District's benefit for the District to purchase for the Employee, outside service credit and/or provide additional sick days to an Employee who is near and considering retirement. In these cases, the Association shall be party to the discussions and signature to the agreement.

Attendance Bonus:

Full-time teachers who use zero (0) days from Sick or Personal Business leave shall receive a \$1,000 bonus at the end of the school year;

Full-time teachers who use 1-2 days from Sick and/or Personal Business leave shall receive a \$750 bonus at the end of the school year;

Full-teachers who use no more than three (3) days from Sick and/or Personal Business leave shall receive a \$250 bonus at the end of the school year.

7.2 Leaves of Absence

Leaves of absence without pay may be granted to tenured teachers upon making application and receiving the approval of the Board. Each approved leave of absence shall be of the shortest possible duration required for the leave and shall be consistent with a reasonable continuity of instruction for students.

Leaves of absence without pay may be granted to tenured teachers for up to a maximum of one full year, according to the following conditions:

- A. Written requests for a leave of absence without pay should be made at least ninety (90) days before the leave is desired, and all such leaves are subject to final approval of the Board.
- B. Dates of departure and return must be acceptable to the Board and the administration.
- C. Teachers granted a leave of absence must inform the Superintendent of his/her desire to return to work in a position for which he/she is qualified no later than February 1. If the teacher fails to inform the Superintendent on or before February 1, the teacher shall have waived the right to future employment in the District.
- D. For the duration of Board granted leave, employees may continue on their school insurance plan. However, the employee has sole responsibility to pay the cost of said insurance plan while on leave.

7.3 Jury Duty - Subpoenas

Teachers who lose work time in the District on day(s) they are scheduled to teach due to service on jury duty or service as a witness in a court of law in response to a subpoena shall lose no salary thereby provided that:

- A. They provide notice to the administration of the scheduled dates of their absences upon receipt of the jury duty notice or subpoena and
- B. They remit to the Board any money received for such service.

7.4 Professional Leave

The Superintendent may authorize professional leave without pay deduction for attendance at professional meetings and conferences dealing with the teacher's subject area. The decision to approve or deny requests for professional leave, and the length of absence for such a leave, is vested in the unilateral discretion of the

Superintendent. Teachers on approved professional leave shall be reimbursed for the reasonable expenses of registration fees, meals, lodging and travel.

- A. The Association shall be limited to a maximum of two (2) days per school year without loss of pay. The teacher's salary and the expense of the substitute teacher will be paid by the Board.
- B. In the event that more than 2 days are required for Association business, the following conditions will apply:
 - (1) Up to two additional days may be requested for Association leave. The teacher's salary for those days will be reimbursed by the Association. The substitute salary will be paid by the Board.
 - (2) Request for day(s) in excess of the four days for Association Leave stated above must have approval of the Board of Education. All expenses will be assumed by the Association or the individual teacher.
- C. Notification of such leave shall be submitted in writing to the Superintendent at least three (3) school days in advance of the days requested for Associational leave.
- D. The additional leave day(s) requested will be granted pending the availability of substitute teachers.

This agreement does not prohibit the individual from using business leave days to attend Association workshops, seminars, convention or similar events.

7.6 Business Leave

Upon application to the Superintendent, teachers will be allowed three (3) business days under the following conditions:

- A. All three days will be granted without submission or approval of the reason(s) for the leave.
- B. Any day's leave will require Superintendent approval for the following:
 - 1. Less than three (3) days notice.
 - 2. The day immediately proceeding or following a holiday or vacation.

- 3. The first five days or the last five days of the school calendar year.
- 4. More than two (2) teachers on the same day.
- C. Special consideration will be given by the Superintendent for special events (weddings, graduation, college registration, etc.) with supportive evidence.
- D. Days must be taken in increments of at least ½ days.
- E. Unused leave days will be added to accumulated sick leave on or before June 30 of each year.

Attendance Bonus:

Full-time teachers who use zero (0) days from Sick or Personal Business leave shall receive a \$1,000 bonus at the end of the school year;

Full-time teachers who use 1-2 days from Sick and/or Personal Business leave shall receive a \$750 bonus at the end of the school year;

Full-teachers who use no more than three (3) days from Sick and/or Personal Business leave shall receive a \$250 bonus at the end of the school year.

7.7 Family Medical Leave

Up to twelve (12) workweeks of unpaid leave will be granted upon a request approved by the Board in accordance with the Family and Medical Leave Act for the following reasons:

Eligible employees may use unpaid family and medical leave, guaranteed by the federal Family and Medical Leave Act, for up to a combined total of 12 weeks based on a "rolling" 12-month period. (Each time an employee takes FMLA leave, the remaining leave entitlement would be any balance of the 12 weeks, which has not been used during the preceding 12 months).

- 1. Birth of a child.
- 2. The placement of a child with the employee for adoption or foster care.
- 3. The care of a spouse, child or parent with a serious health condition, or
- 4. A serious health condition of the employee which makes the employee unable to perform the functions of the position.
- 5. For any qualifying exigency arising out of the fact that a spouse, Son, daughter, or parent is a military member on covered active Duty or call to active duty status.
- 6. To care for a covered service member with a serious injury or Illness (Military Caregiver Leave)

7.8 Bereavement Leave

In the event of death or serious illness in the immediate family, employees shall be granted up to three days of bereavement leave. If more than one instance of death or serious illness in the immediate family occurs in any one fiscal year, the Superintendent shall judge whether or not an additional three days of leave may be granted. These days are not cumulative. The term "immediate family" shall be interpreted as 7.1 of the current agreement. If more than three days leave is needed, accumulated sick leave may be used. Under extenuating circumstances with Superintendent approval, sick leave days may be used for bereavement other than for stated family members.

1. For the purpose of Bereavement Leave only, aunts and uncles shall be considered immediate family.

ARTICLE VIII

Working Conditions

8.1 School Calendar

The Board shall establish a school calendar, which meets the requirements of the State of Illinois prior to each school year for the duration of this agreement. Prior to recommending the calendar to the Board, the Administration shall provide the Association with the calendar options being considered. The Association shall have the opportunity to express its recommendations to the Board.

8.2 Assignments

Teachers shall be notified of their tentative teaching assignments. This notification will be included in with the July salary statement mailing. Should the Board and/or administration change any such assignment, the teacher(s) involved shall be notified as soon as possible.

8.3 Sick Leave Credit

The administration shall furnish each teacher with a written statement of total sick leave credit within thirty (30) days after the start of each school year within the term of this agreement.

8.4 Policy Manual

The Board of Education shall make available one (1) copy of the Board Policy Manual of Brownstown Community Unit District No. 201 to the President of the Teachers Association. Whenever a new policy is adopted and/or a policy is revised, the president of the association shall receive a copy to be placed in the policy manual.

8.5 Paychecks

All teachers shall receive their paychecks on the 20th of each month. If the 20th falls on a Saturday, Sunday, or legal holiday, teachers shall receive their paychecks on the preceding work day. If the holiday begins more than three days prior to the twentieth, checks will be mailed to the employee no later than the 17th of the month. Paycheck itemized salary statement will be emailed to the teachers during the summer months when school is not in session.

8.6 Duty-Free Lunch

All teachers shall receive a duty-free lunch period as required in Section 24-9 of the School Code.

8.7 Internal Substitution

Teachers may be assigned by the Administration to substitute in a classroom during their preparation period or during assigned time for other than classroom duties (Example - Athletic Director). Teachers will be compensated \$15 per period covered.

Teachers will be assigned on a rotating basis when more than one teacher is available at the specified time.

If the request to serve as an internal substitute will cause a serious impairment in preparing for class(es) or assigned responsibility later in the day, the teacher should make that fact known to the administrator. The right to assign such duty in an emergency situation if no other alternative exists rests with the administrator.

Payment is based on separate periods of internal substitution and shall not be accumulated.

Teachers shall receive payment for said services within two months.

8.8 Within thirty (30) days after this agreement is signed, the Board shall have one copy of the Agreement prepared and delivered to the Association. The approved Agreement will then be posted for public viewing on the district website.

8.9 The Board shall reimburse the cost of tuition up to \$100 per credit hour for any teacher contacted concerning shortage of hours in their assigned teaching area(s) as indicated in any Illinois State Board of Education Visitation Report. The teacher shall receive credit on the salary schedule for additional hours completed to meet the stated requirements.

8.10 Teacher Evaluation Plan

Development of revisions of the teacher evaluation plan for certified school district employees in contractual continued service shall be made in cooperation with the Association.

- a. Within thirty (30) days of the first day of school (i.e., the first day of student attendance) the school district shall provide a written notice to all teachers subject to evaluation that school year.
- b. Prior to the evaluation, the evaluator shall meet with the teacher, explain the evaluation procedure and instrument and set a date for the formal observation.
- c. Non-tenured teachers shall be evaluated at least once each year. Tenured teachers shall have a 3-year evaluation cycle to comply with 105 ILCS 5/24A-5
- d. Within ten (10) days of the observation, the evaluator shall meet with the teacher to discuss the formative evaluation. A copy of the formative evaluation shall be provided to the teacher.
- e. The observation for the formal evaluation shall be for a minimum of 45 minutes at a time; or an observation during a complete lesson; or an observation during an entire class period.
- f. The formative evaluations shall take place in each of the two semesters. No formative evaluation shall take place in the first full four (4) weeks of school or the last two (2) weeks of the school year.

G. Unsatisfactory Evaluation Rating Appeal Procedure

A teacher who receives a summative evaluation rating of unsatisfactory shall have the right, for 15 days following receipt of such rating, to appeal the rating. The request for the appeal shall be made in writing and delivered to the office of the Superintendent of Schools within 15 school days of the teacher's receipt of the summative evaluation, and requests made after that date shall not be timely and shall be waived. The teacher shall state the basis for the appeal and identify the evidence that supports the appeal.

Grounds for an appeal include procedural violations, inaccurate attribution of data, and/or inaccurate collection of evidence. The appeal committee shall be made up of four qualified employees appointed by the district evaluation joint committee, but no one involved in evaluating the appealing teacher shall be appointed to the committee. All members of the appeal committee shall be qualified evaluators as defined in 105 ILCS 5/24A and trained on the use of the Danielson Framework and the collection of evidence.

The appeal committee shall meet (by video conference, if necessary) to consider the appeal within ten (10) school days of receipt of the appeal request. In addition to the written appeal, the teacher may address and provide evidence to the review committee in person. The teacher may be accompanied by a union representative when addressing the committee.

When considering an appeal, the committee will:

- 1. Assess the original rating and review the documentation to ensure all of the state, joint committee, and contractual procedures were appropriately followed during the evaluation.
- 2. The employer shall provide the teacher and the union with all evidence used by the qualified evaluator to determine the summative rating. The teacher and the union shall provide to the employer any and all evidence the teacher or the union intends to present to defend the rating was inappropriate. The appeal committee shall review the evidence set forth in the summative evaluation, evaluate whether there was procedural compliance with the evaluation plan, rules, and collective bargaining agreement, shall review attribution of data, and/or collection of evidence, and shall assess whether there was sufficient evidence to find that the evaluation rating was inappropriate.
- 3. Compare the performance rating to the student growth rating. These should not be significantly different (e.g., if a teacher was rated as proficient under the performance component the teacher should not be needs improvement under the growth component). If a teacher is proficient when observed in the classroom then proficient teaching should logically result in student growth.
- 4. If procedures set forth by the district evaluation plan and/or collective bargaining agreement were not followed, if opinion, interpretation, or bias is found within the evidence, or there is a significant difference between the performance and growth ratings then the teacher will receive a rating of proficient.

The burden of proof to overturn the evaluator's rating shall be upon the teacher receiving such rating. If the appeal committee determines that there are significant procedural violations in the teacher's evaluation or there is insufficient evidence to support the "unsatisfactory" rating, the committee shall have the authority by a majority vote of the committee to overturn the teacher's unsatisfactory rating. If there is no majority vote to change the unsatisfactory summative evaluation rating, the rating shall stand. If the committee overturns the rating, the committee shall have the authority to revise the rating as the committee deems appropriate. The appeal process must conclude within 30 school days after the panel receives the teacher's written request for appeal.

An appeal shall not delay the development and implementation of a remediation plan. If the unsatisfactory evaluation rating is overturned by the appeal committee the teacher's remediation plan shall stop immediately and be null and void. The remediation plan and all related documents shall be removed from the teacher's evaluation and his/her personnel file.

8.11 Work Day

All teachers shall be required to work from 7:50 A.M. until 3:35 P.M. each school day and institute days.

8.12 Sharing Classes

The Board will inform the Association prior to a decision being made on sharing teachers, students or classes with other districts.

8.13 Vacancies

When a vacancy arises due to a resignation, death, voluntary or involuntary transfer, or the Board's decision to increase the number of teaching positions or extra duty assignments, the Superintendent will post a vacancy notice in each building administrative office as well make the position known to the public fourteen (14) days prior to filling the position. If the vacancy occurs during the months of July or August, the 14-day requirement will be waived to fill the vacancy. The 14-day requirement will also be waived during the school year for any extra duty assignment which becomes open. All vacancies will be posted and a copy sent to the BEA president or designated person.

Current employees, if qualified, to fill the position(s) will be granted an interview contingent on submitting a formal letter of interest, completing an official application and fulfilling the requirements as stated in the application or job posting.

If the vacancy occurs during the summer months when school is not in session, a copy of the vacancy notice shall be mailed to the address of the Association President.

The term "vacancy" shall not apply to any position from which an employee is absent due to leave.

8.14 Graduate Credit

The Board agrees to reimburse teachers \$100.00 per semester hour toward expenses incurred while completing additional coursework. Coursework part of an approved Master's degree program for the University will be reimbursed fully at the \$100.00 per semester hour. Coursework not part of an approved Master's degree program reimbursement shall not exceed 8 semester hours per employee

per year. Coursework taken must be at the graduate level <u>from a North Central</u> accredited <u>University.</u>

The teacher must gain prior approval from the district superintendent for the course(s) taken and the course(s) must pertain to the teacher's area of certification. The stipend will be paid within 60 days of the Unit Office's receipt of an official transcript following course completion.

Coursework taken prior to completion of a Master's degree will not count as credit beyond the Master's level.

8.15 Board Requested Overtime

The hourly rate for the Board requested teaching related overtime shall be calculated according to the base pay (Step 1) / number of school days (180) / hourly per day (7.5). Examples include tutoring, homebound instruction, IEP alternative instruction, etc.

8.16 Class Size

Within the reality of physical, fiscal and staffing constraints, efforts will be made to establish class sizes which will provide quality educational opportunities for children. Association members concerned with excessive class sizes will be allowed, after reasonable notice, to meet with the Superintendent. If consensus cannot be reached, reasons for not reducing class sizes will be presented to the Association.

8.17 Working Conditions

Teachers shall not have the option to decline going on a class trip unless approval is made by the board for extenuating circumstances. If the board approves the teacher's request not to go on the class trip, said teacher is responsible for providing a suitable replacement who is currently employed by the District. The teacher is also responsible to continue any fundraising and scheduling that the class trip entails.

8.18 Teacher Expectations

Teachers are expected to follow the expectations as described in the Faculty Handbook of each building. Failure to do so will result in a written warning from the administrator of the building. If the teacher still does not follow the handbook, disciplinary action will be taken up by the board.

8.19 Dismissal list and Seniority list

The Board shall, in consultation with the Association, each year establish a sequence of honorable dismissal list, categorized by positions and groupings, and seniority list distribute the same to the Association at least seventy-five (75) days before the end of the school year or as may otherwise be required by the School Code.

8.20 Joint Committee

The parties shall form a Joint Committee for Honorable Dismissals as required by the School Code. The Joint Committee shall have equal representation selected by the Board and by the Association and shall meet in accordance with the School Code. The Joint Committee shall be responsible for determining the criteria for placement of employees into groupings for honorable dismissals as provided in Section 24-12 of the School Code.

8.21 Reduction in Force

Reduction in force and recall of teachers shall be as provided in the School Code.

8.22 Faculty Handbook

Each year within one week of the start of school, the Association president shall be provided with a copy of the Brownstown CUSD Faculty Handbook.

The parties acknowledge that any changes in the Faculty Handbook which effect employee wages, hours, or working conditions are subject to bargaining. Any proposed changes in employee wages, hours, or working conditions in the faculty handbook shall be provided to the Association president ten days prior to their consideration by the Board of Education.

8.23 Professional Development Hours (CPDU)

Professional Development Hours (CPDUs) will be presented to staff members within 3 workdays of the School Improvement Programs/Meetings that were held within the school day.

8.24 Teacher Prep Time

If feasible, elementary teachers will receive a minimum of 30 consecutive minutes of daily preparation time which may include Art, Music, and PE. If the building administration determines that it is not feasible to provide the 30 consecutive minutes, the building administration will present the master schedule to the Association President and the Superintendent. The Association President shall

then have the opportunity to express its recommendations to the Superintendent, with the Superintendent having the final determination.

If feasible, JH & HS Prep time will consists of one (1) period per day not to include Academic Support. If the building administration determines that it is not feasible to provide the one (1) period per day not to include Academic Support, the building administration will present the master schedule to the Association President and the Superintendent. The Association President shall then have the opportunity to express its recommendations to the Superintendent, with the Superintendent having the final determination.

8.25 Special Education

- A. Special Education teachers within the District will be given release time during the school day to complete IEP's in preparation for scheduled IEP meetings.
 - 1. The Special Education teacher will be allowed a maximum of 1 days release time per year.
 - 2. The Special Education teacher is required to give Administration 14 days notice of requested release day.
 - B. IEP Meetings If possible, IEP meetings will not be scheduled during a block of time designated as Teacher Preparation (PE, Art, Music, Recess, Lunch), the Teacher attending the IEP will be reimbursed for an internal substitution as stated in 8.7 of the Collective Bargaining Agreement.

ARTICLE IX

Salary and Fringe Benefits

9.1 Insurance

The District will contribute the following, but no more than 100%, toward the insurance premium for twelve-month coverage toward a Board approved insurance plan:

2024-2025: \$475 per month (Annual Contribution \$5,700) 2025-2026: \$525 per month (Annual Contribution \$6,300) 2026-2027: \$575 per month (Annual Contribution \$6,900)

The increase in the Board contribution will become effective with the September paycheck in each of the contract years.

The adjustment in the cost of the insurance will become effective at the beginning of the calendar year with the insurance carrier. The change in the amount of the

deduction to the employee will be made in December to be effective for the January coverage.

9.2 The Board agrees to pay, from the established Salary Schedule the 9% teacher contribution to the Teacher Retirement System as shown in the following example:

Base Salary (Amount teachers will pay taxes on)	\$21,561.65
Board paid contribution to TRS (.098901 which	\$ 2,132.47
includes a factor for the increased income.)	
Gross Salary	\$23,694.12

The Board agrees to pay the .84 of 1% of the teacher's salary to the Teacher Health Insurance Security Fund.

- 9.3 2024-2025 through 2026-2027 Salary Schedule Appendix A
- 9.4 2024-2025 through 2026-2027 Extra Curricular Duty Schedule Appendix B
- 9.5 Extra-Duty Longevity Bonus

The extra duty Longevity bonus was replaced with the new Extra Curricular Duty Schedule beginning with the 2024-2025 school year.

- 9.6 Extra-Curricular Duty
 - A. Any Extra Curricular Duty not included on the schedule may be added at the discretion of the Board of Education if it is determined there is a need for such a position.

The salary for this position will be established in consultation with the Association upon establishment of the position and will be negotiated between the Board and the Association upon renewal of this contract.

- B. An employee may resign from an extra duty coaching assignment effective at the end of any school year. If a suitable replacement cannot be found the resigning person will be required to fulfill the same role for one (1) more year. After that year has elapsed, and a suitable replacement cannot be found, the resigning person will be asked, but not forced, to fulfill that role.
- 9.7 Individuals who take a leave of absence from position of regular teaching service and which necessitate a leave from extra duty assignments, shall continue eligibility for the longevity bonus when returning to the same activity. Years of service for longevity shall be based on actual years served within the same activity.

9.8 Extended Contract

A. The Jr-Sr High Guidance Counselor shall have an extended contract of no more than ten (10) days. The days scheduled shall be determined by the principal and superintendent in consultation with the counselor.

Pay for the Counselor's extended contract shall be hourly and based upon his/her current salary divided by 180 days divided by 7.25 hours to establish an hourly rate.

- B. When it is necessary to provide driving time beyond the regular school day, upon approval of the superintendent, the Driver Education teacher shall be paid for additional time based upon the current salary divided by 180 days divided by 7.25 hours to establish an hourly rate.
- C. The Jr-Sr High Agricultural Education Teacher shall have an extended contract of no more than fifty-five (55) days. The days scheduled shall be determined by the principal and superintendent in consultation with the Agricultural Education.
- D. Pay for the Agricultural Education teacher's extended contract shall be hourly and based upon his/her current salary divided by 180 days divided by 7.25 hours to establish an hourly rate.

9.9 Retirement Bonus

A teacher in good standing, who has been employed by the Brownstown CUSD #201 for twelve (12) or more years, who has given the District an irrevocable letter of retirement by September 1, 2009 or January 1st each year thereafter, the teacher will receive a 6% increase in TRS creditable earnings for their final two years prior to the retirement.

Teachers who provide the district with a letter of resignation or retirement effective in Two (2) years shall go off the salary schedule and shall receive a 6% salary increase over the previous year's credible earnings for each of the final Two years of employment.

Teachers who provide the district with a letter of resignation or retirement effective in one year shall go off the salary schedule and shall receive a 6% salary increase over the previous year's credible earnings.

If a teacher utilizes the Early Retirement Option, the Retirement Bonus will not be in effect.

A teacher who has given an intent to retire letter, is receiving 6% increase over the previous year's creditable earnings, is assigned additional extra curricular duty, the employee shall be paid the contractual agreed upon rate for the extra work and the employer will be responsible for any additional contribution required by the teacher Retirement system which are necessary.

It is understood that all extra curricular activities are to be continued during the final two years.

Hourly payment (internal substitute, morning school, detention, tutoring, etc.) will be paid each year. If the employee goes over the 6% cap with hourly payments, the penalty will be responsibility of the District.

9.10 Master Level Longevity Bonus

A teacher with twenty (24) or more years' experience and is at the Masters or Masters Plus level shall receive a 2% bonus above the salary schedule step 23. Example: A teacher with 25 years experience and a Masters Degree will receive -

Masters Degree Step 23	\$57,174
2% bonus	\$1,143
Salary	\$58,317

9.11 National Board Certification

Teachers who have completed the National Board Certification program successfully will receive a yearly stipend of \$1,500 while maintaining National Board Certification as represented by the Illinois Master Teacher Certificate.

9.12 Dual Credit Classes

Teachers who are certified and teaching dual credit classes will receive a \$1,500 yearly stipend for the school year that the dual credit class is being taught.

9.13 Detention Study Hall/Tutoring/Saturday School

Teachers who serve as monitors of Administration assigned detention, or tutoring (before or after) school hours, will receive \$25.00 per assignment (45-60 minutes)

The Teacher who agrees to monitor students assigned to Saturday School by Administration, will receive a stipend of \$100.00. If the student(s) do not report for Saturday School, the Teacher will receive a stipend of \$40.

Before or after school detention or tutoring will be assigned or approved through the Principal's office and staffed on a volunteer basis. In the event no certified faculty volunteer when needed, the administration may assign a faculty member based on seniority. Coverage is required when assigned by administration.

ARTICLE X

Effect of Agreement

10.1 Complete Understanding

The terms and conditions set forth in this Agreement represent the full and complete understanding between the parties. The terms and conditions may be modified only through the written mutual consent of the parties.

10.2 Savings Clause

Should any article, section, or clause of this Agreement be declared illegal by a court of competent jurisdiction, then that article, section, or clause shall be deleted from this Agreement to the extent that it violates the law. The remaining articles, sections, and clauses shall remain in full force and effect.

10.3 No Strike

The Association and bargaining unit members agree not to engage in or assist in a strike, directly or indirectly, for the term of this Agreement.

10.4 This Agreement shall become effective August 14, 2024 and shall remain in effect until August 15, 2027.

This agreement is signed this 22nd of January, 2024 by the Board and the Association.

In witness thereof:

For the Brownstown Education Association-IEA-NEA

Michele Seabaugh President Kayla Carson

For the Board of Education School District #201, Brownstown, Illinois

resident

Secretary

BEA Salary Schedule 2024-2027

-8 MA+16	43707 44583	~~						4586 4678			4409 4496										49956 50919					4770 4862	
MA MA+8		4236 4						4494			4323								44583 4:		48992 4						
BA+24	40701	4025	44726	41922	4146	46068	43180	4271	47451	41579	4112	45691	42826	4236	47062	44111	4363	48474	42457	4199	46656	43731	4325	48056	45043	4455	40400
BA+16	39826							4179			4025										45691						
BA+8	38948							4086			3939										44726						
BA	38073	3765	41838	39215	3878	43093	40391	3995	44386	38948	3852	42800	40116	3968	44084	41319	4086	45405	39826	3939	43765	41021	4057	45078	42252	4179	46431
	Salary	TRS	Total	Salary	TRS	Total	Salary	TRS	Total	Salary	TRS	Total	Salary	TRS	Total	Salary	TRS	Total	Salary	TRS	Total	Salary	TRS	Total	Salary	TRS	Total
Year	2024-25			2025-26			2026-27			2024-25			2025-26			2026-27			2024-25			2025-26			2026-27		
Step	_									2									ю								

48229 4770 52999

49840 4929 54769	51335 5077 56412	52875 5229 58104	50716 5016 55732	52237 5166 57403	53804 5321 59125	51593 5103 56696 53141	5256 58397 54735 5473 60148
48964 4843 53807	50433 4988 55421	51946 5138 57084	49840 4929 54769	51335 5077 56412	52875 5229 58104	50716 5016 55732	52237 5166 57403 53804 5321 59125
48089 4756 52845	49532 4899 54431	51018 5046 56064	48964 4843 53807	50433 4988 55421	51946 5138 57084	49840 4929 54769 51335	5077 56412 52875 5229 58104
45961 4546 5050 7	47340 4682 52022	48760 4822 53582	46835 4632 51467	48240 4771 53011	49687 4914 54601	47714 4719 52433	54005 54005 50619 5006 55625
45084 4459 49543	46437 4593 51030	47830 4730 52560	45961 4546 5050 7	47340 4682 52022	48760 4822 53582	46835 4632 51467	4771 53011 49687 4914 54601
44207 4372 48579	45533 4503 50036	46899 4638 51537	45084 4459 49543	46437 4593 51030	47830 4730 52560	45961 4546 50507	4682 4682 52022 48760 4822 53582
43332 4286 47618	44632 4414 49046	45971 4547 50518	44207 4372 48579	45533 4503 50036	46899 4638 51537	45085 4459 49544	40450 4593 51031 47831 4731 52562
Salary TRS Total	Salary TRS Total	Salary TRS Total	Salary TRS Total	Salary TRS Total	Salary TRS Total	Salary TRS Total	Salaty TRS Total Salary TRS Total
2024-25	2025-26	2026-27	2024-25	2025-26	2026-27	2024-25	2025-20
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BEA Salary Schedule 2024-2027

10	2024-25	Salary	45961	46835	47714	48632	50716	51593	52470
		TRS	4546	4632	4719	4810	5016	5103	5189
		Total	50507	51467	52433	53442	55732	96999	57659
	2025-26	Salary	47340	48240	49145	50091	52237	53141	54044
		TRS	4682	4771	4860	4954	5166	5256	5345
		Total	52022	53011	54005	55045	57403	58397	59389
	2026-27	Salary	48760	49687	50619	51594	53804	54735	55665
		TRS	4822	4914	2006	5103	5321	5413	5505
		Total	53582	54601	55625	26697	59125	60148	61170
11	2024-25	Salary	46835	47714	48632	49465	51593	52470	53080
		TRS	4632	4719	4810	4892	5103	5189	5250
		Total	51467	52433	53442	54357	96999	57659	58330
	2025-26	Salary	48240	49145	50091	50949	53141	54044	54672
		TRS	4771	4860	4954	5039	5256	5345	5407
		Total	53011	54005	55045	55988	58397	59389	62009
	2026-27	Salary	49687	50619	51594	52477	54735	25665	56312
		TRS	4914	9009	5103	5190	5413	5205	5569
		Total	54601	55625	26697	21667	60148	61170	61881
12	2024-25	Salary	47714	48632	49465	50343	52470	53347	54222
		TRS	4719	4810	4892	4979	5189	5276	5363
		Total	52433	53442	54357	55322	57659	58623	59585
	2025-26	Salary	49145	50091	50949	51853	54044	54947	55849
		TRS	4860	4954	5039	5128	5345	5434	5524
		Total	54005	55045	25988	56981	59389	60381	61373
	2026-27	Salary	50619	51594	52477	53409	55665	56595	57524
		TRS	9009	5103	5190	5282	5505	5597	2689
		Total	52955	26697	21667	58691	61170	62192	63213

55099 5449 60548 56752 5613 62365 58455 5781 64236	55974 5536 61510 57653 5702 63355 59383 5873	56852 5623 62475 58558 5791 64349 60315 5965
54222 5363 59585 55849 5524 61373 57524 5689 63213	55099 5449 60548 56752 5613 62365 58455 5781 64236	55974 5536 61510 57653 5702 63355 59383 5873
53347 5276 58623 54947 5434 60381 56595 5597	54222 5363 59585 55849 5524 61373 57524 5689	55099 5449 60548 56752 5613 62365 58455 5781 64236
51220 5066 56286 52757 5218 57975 54340 5374 59714	52095 5152 57247 53658 5307 58965 55268 5466	52971 5239 58210 54560 5396 59956 56197 5558
50343 4979 55322 51853 5128 56981 53409 5282	51220 5066 56286 52757 5218 57975 54340 5374 59714	52095 5152 57247 53658 5307 58965 55268 5466
49465 4892 54357 50949 5039 55988 52477 5190	50343 4979 55322 51853 5128 56981 53409 5282 58691	51220 5066 56286 52757 5218 57975 54340 5374
48588 4805 53393 50046 4950 54996 51547 5098	49465 4892 54357 50949 5039 55988 52477 5190 57667	50354 4980 55334 51865 5130 56995 5283 5283
Salary TRS Total Salary TRS Total Salary TRS TRS	Salary TRS Total Salary TRS Total Salary TRS Total Salary	Salary TRS Total Salary TRS Total Salary TRS Total
2024-25 2025-26 2026-27	2024-25 2025-26 2026-27	2024-25 2025-26 2026-27
13	41	15

57726	58603	59480
5709	5796	5883
63435	64399	65363
59458	60361	61264
5880	5970	6059
65338	66331	67323
61242	62172	63102
6057	6149	6241
56852	57726	58603
5623	5709	5796
62475	63435	64399
58558	59458	60361
5791	5880	5970
64349	65338	66331
60315	61242	62172
5965	6057	6149
55974	56852	57726
5536	5623	5709
61510	62475	63435
57653	58558	59458
5702	5791	5880
63355	64349	65338
59383	60315	61242
5873	5965	6057
53895	54727	55605
5330	5413	5499
59225	60140	61104
55512	56369	57273
5490	5575	5664
61002	61944	6293 7
57177	58060	58991
5655	5742	5834
52971	53895	54727
5239	5330	5413
58210	59225	60140
54560	55512	56369
5396	5490	5575
59956	61002	61944
56197	57177	58060
5558	5655	5742
52095 5152 57247 53658 5307 58965 55268 5466	52971 5239 58210 54560 5396 59956 56197 5558	
51220 5066 56286 52757 5218 57975 54340 5374	52098 5153 57251 53661 5307 58968 55271 5466 60737	
Salary TRS Total Salary TRS Total Salary TRS Total	Salary TRS Total Salary TRS Total Salary TRS Total Salary TRS	Salary TRS Total Salary TRS Total Salary TRS
2024-25 2025-26 2026-27	2024-25	2024-25 2025-26 2026-27
16	17	8

19	2024-25	Salary	58603	59774	60356
		TRS	2196	5912	6969
		Total	64399	98959	66325
	2025-26	Salary	60361	61567	62167
		TRS	5970	6809	6148
		Total	66331	92929	68315
	2026-27	Salary	62172	63414	64032
		TRS	6149	6272	6333
		Total	68321	98969	70365
20	2024-25	Salary	59774	60675	61563
		TRS	5912	6001	6809
		Total	98959	92999	67652
	2025-26	Salary	61567	62495	63410
		TRS	6809	6181	6271
		Total	92929	92989	69681
	2026-27	Salary	63414	64370	65312
		TRS	6272	9989	6459
		Total	98969	70736	71771
1,0	2024-25	Salamy	57909	61575	62463
4	1	TRS	6001	0609	6178
		Total	92999	67665	68641
	2025-26	Salary	62495	63422	64337
		TRS	6181	6272	6363
		Total	92989	69694	70700
	2026-27	Salary	64370	65325	66267
		TRS	9989	6461	6554
		Total	70736	71786	72821

2024-25	Salary TRS Total	61575 6090 67665	62476 6179 68655	63365 6267 69632
	Salary TRS Total Salary TRS	63422 6272 69694 65325 6461	64350 6364 70714 66281 6555	65266 6455 71721 67224 6649
2024-25	Salary TRS Total	62476 6179 68655	63372 6268 69640	64264 6356 70620
2025-26	Salary TRS Total	64350 6364 70714	65273 6456 71729	66192 6546 72738
	Salary TRS Total	66281 6555 72836	67231 6649 73880	68178 6743 74921

		2024-2025	2025-2026	2026-2027
		\$41,838.00	\$43,093.00	\$44,386.00
	% of base			
Athletic Director	10%	\$4,184	\$4,309.30	\$4,438.60
Coaching Duties				
High School				
Baseball (per season)	5%	\$2,092	\$2,154.65	\$2,219.30
Asst Baseball (per season)	3%	\$1,255	\$1,292.79	\$1,331.58
Girls Basketball	12%	\$5,021	\$5,171.16	\$5,326.32
Asst. Girls Basketball	7%	\$2,719	\$2,801.05	\$2,885.09
Scholar Bowl	3%	\$1,255	\$1,292.79	\$1,331.58
Boys/Girls Track	10%	\$4,184	\$4,309.30	\$4,438.60
Boys Track Only	5%	\$2,092	\$2,154.65	\$2,219.30
Girls Track Only	5%	\$2,092	\$2,154.65	\$2,219.30
Bass Fishing	4%	\$1,674	\$1,723.72	\$1,775.44
Junior High School				
Baseball	4%	\$1,674	\$1,723.72	\$1,775.44
Asst Baseball	2.5%	\$1,046	\$1,077.33	\$1,109.65
5/6 Basketball	4%	\$1,674	\$1,723.72	\$1,775.44
Asst. 5/6 Basketball	2.5%	\$1,046	\$1,077.33	\$1,109.65
Girls Basketball	8%	\$3,347	\$3,447.44	\$3,550.88
Asst. JH Girls Basketball	5%	\$2,092	\$2,154.65	\$2,219.30
Girls Track	4%	\$1,674	\$1,723.72	\$1,775.44
Boys Track	4%	\$1,674	\$1,723.72	\$1,775.44
Scholar Bowl	2%	\$837	\$861.86	\$887.72
5/6 Cheerleading	1%	\$418	\$430.93	\$443.86
Extra Curr. Supervisor	2%	\$837	\$861.86	\$887.72
Extra Curricular Driving Destination 0-49 miles (1 way)				\$30
for coaches.	Destination	50+ miles (1	way)	\$45
Bus Chaperone		\$30		
Teacher Driver- Field Trip		\$25		
Ticket Sellers		\$25		
Clock/Bookkeeper-Night		\$30		
Yearbook Advisor		\$950		
BES Yearbook Committee		\$150	up to 4	
Dramatics		\$700		
Music				
Instrumental		\$1,317		
Marching Band		\$342		
Vocal		\$572		
Class/Club Sponsor				
Freshman Class X 2		\$300		
Sophomore Class X 2		\$300		
Junior Class X 2		\$370		
Senior Class X 2		\$370		
Student Council X 2		\$300		
BES Student Council X 1		\$300		
	1	\$300		
Jr, High Student Council X Jr/Sr HS PBIS Coach	1	\$300		
		\$100		
Varsity Club X 2		\$100		
Librarians Club X 1				
Spanish Club X 1		\$100		
National Honor Society X 1 Art Club X 1		\$400		
LOWER Trade V. I.		\$200		
Lego Robotics Club X 1		\$300		
Lego Robotics Club X 1 Band Booster X 1		\$200		
Lego Robotics Club X 1				